

BID PACKET

TRASH DUMPSTERS BID NO. 21015



October 29, 2020

City of Altus / Altus Municipal Authority
509 S. Main Street
Altus, OK 73521-3135

Instructions to Bidders

The City of Altus / Altus Municipal Authority, herein after called the “City”, is seeking bids to purchase the 3 cy, 4 cy trash containers and roll off dumpsters.

Sealed bids will be received until **3:00 PM, Thursday, November 12, 2020**, in the *Altus City Clerk’s Office on the 2nd Floor of City Hall at 509 S. Main Street, Altus, Oklahoma, 73521-3531.

Technical questions regarding this solicitation must be submitted by 3:00 PM on Monday, November 9, 2020 to the Sanitation Superintendent, who can be reached as follows:

Terry Mullens, Sanitation Superintendent
City of Altus
509 S. Main Street
Altus, OK 73521
tmullens@altusok.gov
580-481-2251

Questions submitted after this deadline may not be answered. Written responses to questions will be sent to potential bidders who requested a bid package. Other interested persons may be added to the list of potential bidders by emailing a request to the Finance Supervisor @ cbentlev@altusok.gov

BID SUBMITTAL

Bids must be sealed and must include **“21015 – Trash Dumpsters”** on the bottom left hand corner of the bid envelope and mailed or delivered to the City of Altus, City Clerk’s office *at the above address. Bidders must include a return address on the top left-hand corner of the envelope.

Bid shall consist of returning the following forms, all of which are found in this bid package:

- Bid Form(s)
- Business Relationship Affidavit
- Non-Collusion Affidavit

The City reserves the right to reject any or all bids and to study all bids for thirty (30) days prior to bid award.

Bids received more than ninety-six (96) hours before the time set for opening of bids, or any bid received after the time set for the opening of bids, shall not be considered and shall be returned unopened.

The City does not discriminate on the basis of race, color, national origin, sex, religion, age or handicap status, in; employment, the procurement of services, the selection of suppliers or the awarding of bids and/or contracts.

Awards shall be based on a determination of the lowest qualified bid. "Qualified" is a determination by the City regarding the capability of the bidder to perform the work in good faith, with integrity and reliability as well as the materiality of the bidder’s errors, omissions, or exceptions (if any).

The City reserves the right to award this project in whole or in part as deemed in the best interest of the City. For instance, the City might award the purchase of one piece of equipment to one bidder and another piece of equipment to a different bidder.

Evaluation of Bids

The bids shall be evaluated based on both cost and the credentials of the bidder for each bid.

Award of Bid(s)

A contract or purchase agreement, if awarded, will be executed after approval by majority vote of the Altus City Council / AMA Board of Trustees.

Execution of Agreement

The Bidder will provide a contract or purchase agreement to be executed by both parties. The said contract/agreement will be sent to the City within seven (7) days of the vote by the City Council / AMA Board of Trustees to award.

Notice to Proceed

Once the contract/agreement has been executed a purchase order will be furnished.

Sales Tax

As a municipal corporation, the City is exempt from paying sales tax. This exemption shall apply to equipment leased/purchased for this project. The City will provide documentation of tax-exempt status to the successful bidder(s).

Bid Form

TO: City of Altus
509 S. Main Street
Altus, OK 73521-3135

DATE: **November 12, 2020**

Bid # 21015 – Trash Dumpsters

Bidder acknowledges receipt of the following Addenda (list addenda received - if any):

Addenda Number Date Issued

Bid Schedule

Item 1. 3 cy emco style trash dumpsters for side loaders:

➤ 100 count	➤
➤ Plastic Lid	➤
➤ Metal Lid	➤
➤ Color	➤
➤	➤
➤ 200 count	➤
➤ Plastic Lid	➤
➤ Metal Lid	➤
➤ Color	➤
➤	➤

Item 2. 4 cy emco style trash dumpsters for side loaders:

➤ 100 count	➤
➤ Plastic Lid	➤
➤ Metal Lid	➤
➤ Color	➤
➤	➤
➤ 200 count	➤
➤ Plastic Lid	➤
➤ Metal Lid	➤
➤ Color	➤
➤	➤

Item 3. Roll Off dumpsters:

➤ 20 cy Rectangle	➤
➤ 30 cy Rectangle	➤
➤ 40 cy Rectangle	➤

The Bidder agrees that this Bid shall be good and may not be withdrawn for a period of thirty (30) calendar days after the date of the bid opening.

The Bidder understands that the City reserves the right to reject any or all bids, to waive any formalities in the bidding, and to accept what is determined to be the lowest qualified Bid.

Submitted By:

SEAL - if bid
by Corporation

Name of Firm: _____

Authorized Signature: _____

Printed Name: _____

Title: _____

Address: _____

Telephone Number: _____

Telephone Number: _____

E-mail Address: _____

ATTEST:

Business Relationship Affidavit

STATE of OKLAHOMA)
COUNTY of JACKSON)

_____, of lawful age, being first duly sworn, on oath says that he/she is the agent authorized by the bidder to submit the attached bid, affiant further states that the nature of any partnership, joint venture or other business relationship presently in effect or existed within 1 (one) year prior to the date of this statement with the architect, engineer, or other party to the project is as follows:

Affiant further states that any such business relationship presently in effect or which existed within 1 (one) year prior to the date of this statement between any officer or director of the bidding company and any officer or director of the architectural or engineering firm or other party to the project is as follows:

Affiant further states that the names of all persons having any such business relationships and the positions they hold with their respective companies or firms are as follows:

(If none of the business relationships hereinabove mentioned exist, affiant should so state.)

Affiant's Name & Signature

Subscribed and sworn to before me this _____ day of _____, 20____.

My Commission Expires _____

Notary Public

Non-Collusion Affidavit

STATE OF OKLAHOMA)
COUNTY OF JACKSON)

_____, of lawful age, being first duly sworn, on oath says that he/she is the agent authorized by the bidder to submit the attached bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any state or City official or employee as to quantity, quality, or price in the prospective contract; or in any discussions between bidders and any state or City official concerning exchange of money or any other thing of value for special consideration in the letting of a contract.

Affiant's Name & Signature

Subscribed and sworn to before me this _____ day of _____, 20_____.

Notary Public

My Commission Expires: _____

SEAL